



JOB OPPORTUNITY

CALIFORNIA DEPARTMENT OF INSURANCE

SUPERVISING FRAUD INVESTIGATOR II (CAPTAIN)

\$6,179 - \$8,067

FRAUD DIVISION

SACRAMENTO REGIONAL OFFICE

RESPONSIBILITIES:

Under the direction of the Bureau Chief, Fraud Division, Northern Region, the incumbent will have oversight of all functions and decision-making of the Sacramento Regional Office including: planning, organizing, and directing the law enforcement staff and programs within their designated geographical area of the State. The incumbent directly supervises the Supervising Fraud Investigator I's and oversees the activities of other support staff assigned to that office. The Supervising Fraud Investigator II's areas of responsibility include: preparing and implementing Division policy and procedures; managing the Regional Office budget; reviewing and analyzing regional area crime trends; identifying and developing in-house training programs to meet Division needs; oversee the implementation of the training program for local law enforcement agencies and insurance personnel in their region; preparing and facilitating a formal public outreach program to provide training in insurance fraud awareness, detection, and reporting requirements; and assist in the administration of a specialized investigative program or project as mandated by law or required by Division administration. In addition, has overall responsibility for providing reports on the utilization of resources including workload and case management data on all fraud operations for the Regional Office. Represents the Department at meetings before allied law enforcement agencies, State and Federal prosecutors, and insurance industry groups. The Supervising Fraud Investigator II coordinates grant-funded task force operations with prosecutors and allied law enforcement; testifies at criminal, legislative and administrative proceedings as an expert witness; and prepares, analyzes, and monitors legislation affecting the Division. ***This position is designated as peace officer under California Penal Code Section 830.3. Background check, fingerprinting and approval of psychological screening and medical examination are required for employees who are new to the Enforcement Branch.*** Travel may be required.

DESIRABLE QUALIFICATIONS:

- Recent experience in State service as a peace officer investigating auto, workers' compensation, property and casualty insurance fraud;
- Ability to be self-motivated, to motivate others, to set and achieve goals, and to operate with a high degree of independence;
- Ability to successfully perform both the investigative and administrative duties of the job;

8/12/14 EMC

DO NOT SUBMIT APPLICATIONS TO CALHR

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.



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- Ability to liaison with State, Federal, and municipal law enforcement agencies;
- Ability to coordinate and liaison with Federal and State prosecuting agencies;
- Graduate of Regular Basic Course (RBC) academy or Specialized Investigators' Basic Course (SIBC) academy required.

STATEMENT OF QUALIFICATIONS:

All interested candidates must submit a completed standard State of California application and a Statement of Qualifications in order to be considered for this position. The Statement of Qualifications is a narrative discussion of your education, training, experience, and skills as it relates to the desirable qualifications listed above. The Statement of Qualifications serves as documentation of each candidate's ability to present information clearly and concisely in writing and should be typed and no more than two pages in length.

Resumes do not take the place of the Statement of Qualifications. Applicants who fail to submit the Statement of Qualifications will be eliminated from the selection process.

WHO MAY APPLY:

Applications will be accepted from current State employees at the Supervising Fraud Investigator II level, those with transfer eligibility, or those with list eligibility. All applications will be reviewed; however, only the most qualified candidates will be interviewed. ***All applicants must clearly indicate the basis of their eligibility (i.e., SROA, surplus, reemployment, reinstatement, transfer, or certification list eligibility) on the state application.***

All applicants, regardless of the type of eligibility, must provide proof of meeting the Minimum Qualifications of the classification. To view the Minimum Qualifications, please visit [CalHR Job Descriptions](#) and type in either the class code or title of the classification for which you are applying.

Failure to provide proof of meeting the minimum qualifications of the classification through experience and/or education (if required) will eliminate you from being considered for the position.

APPLICATION PROCEDURE:

Please mail a completed standard [State Application STD 678](#), Statement of Qualifications, and proof of meeting the minimum qualifications of the classification to Eva Crew, Department of Insurance, Human Resources Management Division, 300 Capitol Mall, Suite 1300, Sacramento, CA 95814. **Failure to provide proof of meeting the minimum qualifications of the classification through experience and/or education (if required) will eliminate you from being considered for the position.**

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DO NOT EMAIL APPLICATION. Emailed applications will not be accepted. **PLEASE INDICATE "SUPERVISING FRAUD INVESTIGATOR II, PSN # 413-186-7542-002" ON THE STATE APPLICATION.** Applications must be postmarked by the final filing date to be considered. For additional information, please call Eva Crew at (916) 492-3310.

FINAL FILING DATE: August 26, 2014 by 5:00 p.m. – Close of Business

NOTES: Possession of minimum qualifications will be verified prior to interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application will be forwarded to CalHR for review and the applicant's name may be removed from the eligibility list.

If you are applying for more than one recruitment, a separate State Application (STD. 678) is required for each recruitment for which you would like to be considered.

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